**STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY**

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the State agency to post a summary of the most recent final administrative review results for each SFA on the State agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

**School Food Authority Name:** **Italian Home for Children, Inc.**

**Date(s) of Administrative Review:** 04/21/2022

**Date review results were provided to the School Food Authority:** 04/21/2022

**Date review summary was publicly posted:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFAs Superintendent or equivalent as required at 7 CFR 210.18(i)(3).

**General Program Participation**

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

[x]  School Breakfast Program

[x]  National School Lunch Program

[ ]  Fresh Fruit and Vegetable Program

[x]  Afterschool Snack

[ ]  Special Milk Program

[ ]  Seamless Summer Option

1. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

[ ]  Community Eligibility Provision

[ ]  Special Provision 1

[ ]  Special Provision 2

[ ]  Special Provision 3

**Review Findings**

1. Were any findings identified during the review of this School Food Authority?

 [x]  Yes [ ]  No

If yes, please indicate the areas and what issues were identified in the table below.

**REVIEW FINDINGS**

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| Program Access and Reimbursement |
| Meal Counting and Claiming |
| * Claims for Reimbursement shall include sufficient detail to justify the meals claimed. One or more lunch counts were incorrectly used in the Claim for Reimbursement.; Claims for Reimbursement shall include sufficient detail to justify the reimbursement claimed. One or more breakfast counts were incorrectly used in the Claim for Reimbursement.; The counts for some or all of the schools were incorrectly consolidated and claimed by the SFA. The SFA must correctly record, consolidate and report those lunch and supplement counts on the Claim for Reimbursement.
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| * There is a difference between the SFA’s claim and the Stage Agency’s validated counts for lunch and/or breakfast for one or more schools for the review period. This is a systemic error.
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| Meal Patterns and Nutritional Quality |
| Meal Components and Quantities |
| * Fluid milk was not made available in at least the two required varieties throughout the serving period on all meal service lines. Schools must offer students a variety (at least two different options) of fluid milk. All milk must be fat-free or low-fat. Milk with higher fat content is not allowed. Fat-free fluid milk may be flavored or unflavored, and low-fat fluid milk must be unflavored.
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| * Menu Documentation/Food Production Records - Documentation of the portion sizes of food components is mandatory according to program regulations.
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| * Some of the reviewed meals during the review period indicated that all of the required meal components per weekly meal pattern requirements were not offered and served to students.
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| School Nutrition Environment |
| Food Safety |
| * A review of agricultural food components indicated violations of the Buy American provision (7 CFR 210.21(d)) either during review of products on-site at reviewed schools or at off-site storage facilities as applicable.; There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the SFA because the agricultural food component is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality or competitive bids reveal the costs of domestic agricultural food components are significantly higher than the non-domestic ones.
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| * Dry, cooler and/or freezer storage facilities are not adequate for the program. Facilities for the handling, storage, and distribution of purchased and donated foods must properly safeguard against theft, spoilage and other loss.
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| * Foods are not rotated properly according to accepted practice. SFAs should store and use food following first in, first out (FIFO) procedures to safeguard against spoilage.
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| * The school does not have a copy of the written food safety plan available.; The SFA did not provide an adequate written food safety program that covers any facility or part of a facility where food is stored, prepared, or served. The food safety program must meet the program requirements.; The SFA does not have written copy of the food safety plan available at each school.
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| Local School Wellness Policy |
| * The SFA has not maintained meeting minutes. Meeting minutes must be maintained on file and should list who is on the wellness committee and content being discussed.
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| Civil Rights |
| * Some or all of the program materials were missing the non-discrimination statement.
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| * The SFA did not use the Nuts and Bolts OnDemand: Civil Rights in Child Nutrition Programs to train staff.
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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: The Italian Home residential facility provides nutritious meals to students by caring staff as observed on the day of the review. |